

SUPERVISOR - STANDARD ENDORSEMENT

The supervisor endorsement is required for both supervisors of instruction and athletic directors who do not hold a standard principal's endorsement. The supervisor shall be defined as any school officer who is charged with authority and responsibility for the continuing direction and guidance of the work of instructional personnel. This endorsement also authorizes appointment as an assistant superintendent in charge of curriculum and/or instruction.

1. WHAT TYPES OF CERTIFICATES CAN I APPLY FOR?

a) Standard Certificate

Please read the **FAQ's** if you are not sure which certification you may be eligible for.

2. REQUIREMENTS FOR INITIAL CERTIFICATION

- a) Hold a master's or higher degree from a regionally accredited college or university;
- b) Successfully complete the following:
 - i. A college curriculum approved by the Department of Education as the basis for issuing this endorsement; or
 - ii. Twelve graduate-level, semester-hour credits to include the following:
 - (1) Three credits in general principles of staff supervision in grades pre-school through 12;
 - (2) Three credits in general principles of curriculum development for grades pre-school through 12;
 - (3) Three elective credits in curriculum development; and
 - (4) Three elective credits in staff supervision and/or curriculum development;
- c) Hold a standard New Jersey instructional or educational services certificate or its out-of-State equivalent; and
- d) Complete three years of successful, full-time teaching experience under the appropriate certificate.

3. CERTIFICATE OPTIONS

To apply for the **Standard Supervisor Certificate** in this endorsement:

Submit the following:

- **Completed application for certification or on-line application**

- **Application Fee: \$75.00**
- **Official college/university transcripts**
- **Copies of out of state certificates**
- **Original letter of experience**